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WASHINGTON XX

LaSalle Building, 1034 Connecticut Ave., NW

27 November 1944

MINUTES of the 116th MEETING

Present: Col. Bicknell, Chairman Captain Macomb. ONI

Lt. Col. Kountz, Secretary

Captain McCaskill, OCE

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Major Rasche, JISPB Staff Lt. Cdr. Clinton, JISPB Staff Lt. (jg) Quam, JISPB Staff

Lt. Van Rees, JISPB Staff

1. Minutes of the 115th meeting were read and approved.

2. A communication, dated 18 November, with reference to the Transportation officer being made available to J.I.S.P.B. was read and noted.

- 3. Col. Bicknell reviewed the situation pertaining to JANIS 73.
- 4. Col. Bicknell congratulated the working team on its splendid work and exhibition of spirit in the preparation of priority chapters of JANIS 76.
- 5. The matter of Christmas leaves was discussed and it was decided to arrange a schedule of such leaves granted.
- 6. Lt. Cdr. Clinton reported for the Editorial Section: Lt. Quam reported on Plans; and Lt. Van Rees reported for the Production Section.

There being no further business the meeting was adjourned.

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GEORGE H. KOUNTZ. Lt. Col., G.S.C.,

Secretary.

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